

**CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)**  
**Wednesday, February 25, 2004**  
**Board of County Commissioners Chambers**  
**111 NW 1<sup>st</sup> Street**  
**Miami, FL**  
**10:30 a.m.**

**Summary of Minutes**

**MEMBERS PRESENT:**

*Hon. John F. Cosgrove, Chair*  
*Hon. Mike Abrams*  
*Harold Braynon, Jr.*  
*Franklin Kelly*  
*Hon. Luis C. Morse*  
*Hon. James Reeder*

*Marc A. Buoniconti, Vice-Chair*  
*Yolanda Aguilar*  
*Henry Lee Givens*  
*Herminio Lorenzo*  
*Miles Moss*  
*Rev. Theodore Wilde*

**COUNTY ATTORNEY:**

*Bruce Libhaber*

**OTHERS PRESENT:**

*Hilda Fernandez, Executive Director OCITT*  
*Robin Cruise, Citizen*  
*Danny Alvarez, CSA Group*  
*Naomi Wright, CTAC*  
*Hannie Woodson, MDT*  
*George Navarrete, MDT*  
*Diane Gonzalez, MDT*  
*Cathy Lewis, MDT*  
*Bonnie Todd, MDT*  
*Leamon Abrams, Allen Group*  
*Marlene Amara, OCITT*  
*Roger Fabelo, Citizen*  
*Judy Seidner, CMO*  
*John F. Cable, Citizen*  
*Richard Ellis, Govt. Supv. Assoc.*

*Patty David, OCITT*  
*David Tinder, PWD*  
*Seraphin Bernard, MDT*  
*Ruby Adams, MDT*  
*Bob Pearsall, MDT*  
*David Failkoff, MDT*  
*Karen MacNeill, MDT*  
*Jose Guerra, MDT*  
*Terry Grant, MDT*  
*Manny Mejido, San Martin Assoc.*  
*Pepe Valdes, OCITT*  
*Jack Furney, OCITT*  
*Veronica Rubert, OCITT*  
*Greg Blackman, GSAF/OPEIU*  
*Shannon Pettyman, Miami Today*

**ROLL CALL**

With a quorum being present, Mr. John Cosgrove, Chairman of the CITT, called the meeting to order at 10:35 a.m.

Ms. Kay Sullivan, Deputy Clerk of the Board, presided over the swearing in of Ms. Yolanda Aguilar, who was appointed by Commissioner Rebeca Sosa to represent Commission District 6.

**APPROVAL OF AGENDA**

Mr. Cosgrove announced that a revised agenda was distributed. The Department of Business Development's (DBD) Presentation is being deferred for the March 31, 2004, CITT meeting. Action Items 8 B/C Marketing & Public Relations Contracts are also being deferred at the request of member Mr. Luis Morse. Mr. Cosgrove requested a motion to approve the revised agenda. The motion was unanimously approved.

**APPROVAL OF MINUTES – JANUARY 28, 2004**

Mr. Cosgrove requested a motion to approve the January 28, 2004, minutes. The minutes were unanimously approved.

## **CITIZEN'S COMMENTS**

None

## **REPORTS**

### **CHAIRMAN'S REPORT**

Mr. Cosgrove thanked OCITT staff and Mr. Wilde for the hard work in preparing the OCITT/CITT budgets that are on the agenda for approval. He asked Virginia Diaz, OCITT staff, to contact all the Chambers of Commerce, as well as the Rotary and Kiwanis Clubs to make them aware that the CITT members are available to speak at their monthly meetings. He stressed the importance of keeping the public informed on the progress of the People's Transportation Plan (PTP). He also asked Ms. Diaz for a list of upcoming transportation conferences, as several members have expressed interest in attending. Additionally, he mentioned that he is working toward establishing a good working relationship with the Board of County Commissioners (BCC) and would like to meet with each BCC Transportation Committee member on issues relating to the PTP.

### **EXECUTIVE DIRECTOR'S REPORT**

Ms. Hilda Fernandez reported that OCITT staff member Luis Linares, who had been delivering the CITT agenda packages, was involved in an automobile accident last month and will be out of the office for several months. Therefore, to ensure that the necessary information is provided to the members in ample time for review, she asked the members to fill out the "Distribution of Agenda Packages" form that was included in the agenda package. The form lists the preference for receiving the information by email, fax, or hard copy. Furthermore, she informed the members that the reconfiguration of the CITT/OCITT office space is moving forward, and she will be meeting with the Office of Management & Budget to discuss the expenses associated with the space reconfiguration. She also advised the Trust that two temporary employees have resigned and their job responsibilities have been temporarily shifted among the current staff.

Lastly, she announced that the Rail Transit Conference, sponsored by the American Public Transportation Association (APTA), is being held this year in Miami-Dade County, June 6 – 9, 2004, and all the members are welcome to attend. Staff will be providing the members with the registration forms.

### **BUDGET AND FINANCE COMMITTEE**

Mr. Theodore Wilde provided a report on the Budget and Finance Committee that outlined the following discussions:

- 1) A request by the Public Works Department for the rearrangement of funds to purchase vehicles for the installation of signs.
- 2) OCITT/CITT Budgets
- 3) A request by Miami-Dade Transit for reimbursement of more than \$20 million for pre-existing services before the sales tax was approved. A copy of the report was included in the agenda package.

### **PROJECT REVIEW COMMITTEE**

Ms. Hilda Fernandez informed the members that LtCol Colmenares requested an excused absence due to military duties. However, he submitted his report for the Project Review Committee, which was included in the agenda package. His report outlined the following:

- 1) PRC met on February 4, 2004, at 6:30 p.m., at Miami Dade College North Campus
- 2) He conducted a site visit to the City of Hialeah to review the current PTP projects funded by surtax dollars.

- 3) He met with Ari Riveria, Director Public Works Department, regarding future PWD projects.
- 4) Mentioned a concern regarding the City of Hialeah's awarding of contracts to the contractor.
- 5) On February 20, 2004, visited the MDT Metrorail rehab and Metromover maintenance centers.
- 6) Plans to visit the City of Miami Beach and the City of Coral Gables in March.

Mr. Givens inquired about the concerns noted by LtCol Colmenares regarding minority participation with the City of Hialeah's MOU. Ms. Fernandez replied that during the process of implementing the contract with Williams Paving, Inc., this contractor has indicated that the application of measures may cause the project costs to increase. Furthermore, they are working with the Department of Business Development (DBE) on this issue. It may result in the re-bidding of some of the portion of the project.

Mr. Bruce Libhaber, County Attorney, added that if the contractor were non-compliant with any DBE goals it would be within the domain of the DBD to audit that contract. If Williams Pavement Inc. has not met those goals or produced a subcontractor to ensure that it is meeting the goals outlined by Miami Dade County, the County would most likely require a subcontractor to facilitate the assurance of meeting those goals (that is being worked out with DBD and the City of Hialeah).

Mr. Cosgrove asked Mr. Libhaber to keep Mr. Givens informed on the status of that issue. Mr. Givens stated that he would like to make sure that the City of Hialeah honors what was agreed to when the CITT approved the MOU.

#### EXTERNAL AFFAIRS COMMITTEE

Mr. Morse provided an oral report on the External Affairs Committee meeting. A copy of the report was included in the agenda package. The report outlined the following:

- 1) A Transportation Conference Survey/Questionnaire will be sent to all attendees to gauge how we can make improvements next year.
- 2) Staff will obtain a copy of MDT's "Comprehensive Bus Operations Study," the State Legislative Package, and a copy of Tri-Rail's legislative package for distribution to members.
- 3) A presentation of the Federal approval process will be presented at the next External Affairs committee meeting.
- 4) Staff will provide members with a list of funded PTP projects; listed first by municipalities and corresponding commission districts.
- 5) A letter will be sent to all municipalities requesting information on minority participation Programs.

Mr. Morse requested a motion to approve that the OCITT Executive Director be instructed to work with the County manager to develop an appropriate protocol for County contracts, which must be reviewed by the CITT when costs are to be paid by Charter County Transit System Sales Surtax proceeds. Such protocol shall:

- i) provide a ceiling on the amount of Charter County transit System Sales Surtax proceeds that may be utilized therefore where the contract does not contain a scope of work related to specific projects(s) listed in the PTP; and,
- ii) require staff to obtain CITT approval prior to issuing any work orders under such non-project-specific contracts which costs are to be paid by Surtax proceeds.

Mr. Cosgrove asked staff to make copies of the motion to discuss at the end of the meeting.

#### COMPLIANCE AND OVERSIGHT COMMITTEE

Mr. Henry Lee Givens reported that the Compliance & Oversight Committee met on February 10 and approved seven action items, which also included the Marketing & Public Relations Contracts that are being deferred.

#### FINANCIAL ADVISOR SELECTION COMMITTEE

Mr. Mike Abrams reported that DBD recommended a set-a-side for women-owned business firms only. The CITT was not part of that process. There were two responses to the RFP. The Selection Committee reviewed the responses from both firms, but neither one was recommended for selection. The five members of the Selection Committee rated each firm 50 percent out of a 100-point scale. The Selection Committee rejected both firms and asked that the BCC re-issue the RFP with a selection factor for minority owned firms. That recommendation was approved by the DBD Review Committee and will be forwarded to the BCC for approval.

Mr. Cosgrove thanked Mr. Abrams and Mr. Bouniconti for their participation in the process. He commented that both firms selected are excellent firms, but did not meet the criteria for the CITT. It was not a choice of the CITT to limit anyone from participating, rather, it was recommendation of the County.

Mr. Miles Moss inquired about the anticipated date for the process to be finalized. Mr. Cosgrove replied June or July 2004. Mr. Moss reminded the members that there is an existing resolution that states that if a firm is not selected by April 1, that the County pool would be utilized in the interim. Mr. Cosgrove said he would like to wait until the BCC's Transportation Committee has made a decision. Mr. Moss asked that the resolution be added to the agenda for the March 31, 2004, meeting.

### **ACTION ITEMS**

#### **8A RESOLUTION APPROVING THE PUBLIC WORKS DEPARTMENT'S AMENDMENT TO THE FUNDING SOURCE FOR THE NW 62<sup>ND</sup> AVENUE PROJECT**

Ms. Fernandez stated that it is staff's recommendation to approve the Public Works Department's (PWD) request to amend the PWD 2-Year Plan, to reflect a change in the funding source for the NW 62<sup>nd</sup> Avenue project. As she explained, the project was listed in both the Transportation Improvement Plan (TIP) and the People's Transportation Plan (PTP). When the CITT initially approve the PWD 2-Year Plan, it was stipulated that PTP funds would fund the project, with the condition that Road Impact Fees would reimburse the PTP. However, the BCC raised concerns regarding the repayment of PTP funds since the project was listed in both TIP and PTP. As such, it was proposed that costs would be shared as follows: \$2.4 million – Road Impact Fees; \$3.15 million – PTP. This formula would still be consistent with the PTP.

Mr. Cosgrove requested a motion to approve agenda item 8A. Mr. Luis Morse moved its approval. The motion was seconded by Henry Lee Givens and carried without dissent.

**8D RESOLUTION BY THE CITT APPROVING THE ACTION OF THE MIAMI-DADE BOARD OF COUNTY COMMISSIONERS (BCC) AUTHORIZING EXECUTION OF AMENDMENT NO. 1 TO CONTRACT TA99-SOS WITH THE WACKENHUT CORPORATION FOR THE PROVISION OF SECURITY OFFICER SERVICES; AND AUTHORIZING THE COUNTY MANAGER TO EXERCISE CANCELLATION PROVISIONS CONTAINED THEREIN**

Ms. Fernandez stated that it is staff's recommendation to approve the BCC action authorizing execution of Amendment No 1 to contract TA99-SOS with the Wackenhut Corporation for provisions of Security Officer Services. The item was reviewed by the Project Review, Compliance & Oversight, and the Budget and Finance Committees and was forwarded with a favorable recommendation.

Miami-Dade Transit (MDT) requested an increase in the contract ceiling of \$14,800,000, as a result of increased security measures that followed "September 11" and the mandated implementation of the PPTP. The increased ceiling amount reflects a maximum expenditure, not a guaranteed expenditure. The contract will expire in November 2004. In addition, MDT has identified \$4.577 million from the \$14.8 million ceiling contract as PTP related expenses. Additionally, Mr. Buoniconti and Mr. Morse raised concerns regarding the "funding ceilings" and have requested that MDT provide monthly reports detailing expenditures related to the contract ceiling amendment.

Mr. Bradley noted a correction in the resolution that should reflect \$57,800,000. Mr. Libhaber clarified that the contract indicated the correct amount. Mr. Cosgrove stated that Mr. Bradley had made that correction at previous committee meetings and for the record would like that correction to be noted. The members duly noted the correction. Mr. Bruce Libhaber, County Attorney, noted that the CITT resolution for approval refers to the contract that indicates the correct amount of \$57,800,000.

Mr. Buoniconti stated that he would like to include a companion motion to the resolution once the CITT members have approved it. Mr. Cosgrove asked Mr. Libhaber if that could be done without it affecting the resolution. Mr. Libhaber replied that the motion could be included, which is basically directs the OCITT and MDT staff to provide monthly reports. In fact, it is part of the CITT responsibilities of oversight and is independent of the resolution.

Mr. Wilde stated that it was his understanding that the \$4.5 million in surtax funds do not represent any increase in the budget attributable to the surtax since the security costs have already been built into the way MDT calculates the additional services on Bus, Metrorail, and Metromover.

Mr. Bradley agreed that it does not represent any increase in the budget. Ms. Mayra Bustamante, Assistant Director for MDT Administrative Services, added that those costs were included in the Pro Forma.

Mr. Cosgrove requested a motion to approve item 8D. The motion was unanimously approved.

Mr. Buoniconti requested a motion to approve:

**DIRECTED STAFF TO INCLUDE IN MDT'S MONTHLY REPORTING REQUIREMENTS, THAT THEY REPORT ON THE EXPENDITURE OF PTP FUNDS RELATED TO THE WACKENHUT CONTRACT CEILING AMENDMENT,**

**DETAILING THE AMOUNT OF PTP FUNDS USED AND THE PERCENTAGE OF TOTAL PTP FUNDS, AS WELL AS ANY EXPLANATION OF ANY FLUCTUATIONS THAT MAY RESULT IN MDT EXCEEDING THE AMOUNT INDICATED IN THE RESOLUTION APPROVED BY THE BCC AND THE CITT.**

Mr. Luis Morse moved its approval. The motion was seconded by Mr. Reeder and carried without dissent.

**8E RESOLUTION BY THE CITT RECOMMENDING TO THE BCC THAT THE BCC APPROVE THE PROPOSED BUS SERVICE IMPROVEMENT FIVE-YEAR ACTION PLAN, AND AMEND THE PEOPLE'S TRANSPORTATION PLAN ACCORDINGLY.**

Ms. Fernandez stated that it is staff's recommendation to approve MDT's Bus Service Improvement Five-Year Action Plan. If the PTP amendment is approved it will be forwarded to the BCC for approval as well. The CITT approved MDT's Three-Year Bus Service Improvement Plan last June 23, 2003, in an effort to accelerate the bus service improvements. However, MDT determined that it was necessary to revert to the original five-year plan because it was negatively impacting MDT's budget. OCITT staff reviewed the Five-Year Action Plan with the previously approved Three-year Plan and verified that the attached bus service improvements are the same with the exception of Bus Route 91. In addition, MDT is also creating a new Bus Route 500 to accommodate 250 passengers affected by the discontinuation of overnight Metrorail services. At the meeting (late) MDT distributed a copy of the bus services broken down by commission district. Members expressed concern with the distribution of the information. Ms. Fernandez explained that it is the same information provided in another format.

Mr. Cosgrove requested a motion to approve item 8E. Mr. Reeder moved its approval. The motion was seconded by Mr. Morse and carried without dissent.

**8F RESOLUTION BY THE CITT RECOMMENDING TO THE BCC THAT THE BCC DISCONTINUE OVERNIGHT METRORAIL AND METROMOVER SERVICE, IMPLEMENT A REPLACEMENT METROBUS ROUTE, AND AMEND THE PEOPLE'S TRANSPORTATION PLAN ACCORDINGLY**

Ms. Fernandez stated that it is staff's recommendation to approve the MDT's request for discontinuation of overnight Metrorail and Metromover services and the implementation of a new Metrobus Route 500. The item has been recommended by the Project Review and Budget and Finance Committees. The recommendation by MDT is to discontinue the overnight service that was implemented after the approval of the PTP. The additional service for Metrorail was four hours between 1 and 5 a.m. Metromover was also kept open to accommodate those passengers. In addition, eleven, 24-hour bus routes were added to the existing system to accommodate the expansion of the rail system to 24- hours, for a total of thirteen, 24-hour routes, which are currently running to compliment the 24-hour service. However, following six months of operation, MDT evaluated the efficiency of the service, and as a result of its analysis concluded that the late night ridership was too low to merit the service. MDT has also recommended adding a new Bus Route 500 to serve those passengers that may be affected by the discontinuation of the overnight service.

Mr. John Cable, (citizen) stated that during his tenure, as Vice-Chairman of CTAC, he recalls significant citizen input at their monthly meetings. He stated that it appears that there are significant numbers of people that work in the airport area

and many of them expressed that they were unable to find public transportation available.

Ms. Naomi Wright, CTAC member, asked the members to keep the option of revisiting the 24-hour service in the future.

Mr. James Reeder suggested for MDT to look at other alternatives for passengers to call for a bus, such as "call boxes."

Mr. Cosgrove requested a motion to approve item 8F. Mr. Buoniconti moved its approval. The motion was seconded by Mr. Herminio Lorenzo and carried without dissent.

**8G RESOLUTION BY THE CITT GRANTING MIAMI-DADE TRANSIT (MDT) DISCRETIONARY POWERS TO IMPLEMENT CERTAIN BUS SERVICE IMPROVEMENTS NOT INCLUDED IN THE PTP BUS SERVICE IMPROVEMENTS FIVE-YEAR ACTION PLAN, AS APPROVED; FOLLOWING THE REVIEW OF MDT'S ANNUAL WORK PLAN; AND CONSISTENT WITH THE PROVISIONS OF SEC.2-150 OF THE COUNTY CODE**

Ms. Fernandez reported that the CITT instructed OCITT staff to work with the County Attorney's Office and MDT's staff to develop a mechanism in which MDT could make adjustments to existing bus routes that are included in the Five-Year Action Plan that has just been approved by the CITT. MDT will provide the CITT with an "annual work plan" detailing all proposed bus service improvements and its related costs for the next fiscal year. If at the time of initial review, the annual work plan includes modifications, additions or deletion to the PTP Bus Service Improvement Five-year Action Plan that are necessary to implement the specific improvements listed in the Five-year Action Plan, which would fall under the provisions of Sec. 2-150 of the County Code, the staff shall prepare a PTP amendment for the consideration/approval of the CITT and the BCC. However, if the modifications are listed in the Five-Year Action Plan, and they do not fall under the provisions of the Sec. 2-150 of the County Code, then the CITT's review of the initial annual work plan would be sufficient for the department to make the identified improvements. A flowchart was also included in the agenda package. Ms. Fernandez further clarified that any improvement not listed in the PTP, regardless of the applicability of Sec. 2-150, would require a PTP amendment. In effect, this resolution would provide some flexibility in the implementation of PTP approved improvements.

Mr. Cosgrove requested a motion to approve item 8G. Mr. Lorenzo moved its approval. The motion was seconded by Mr. Harold Braynon and carried without dissent.

**8H RESOLUTION APPROVING THE OFFICE OF THE CITIZEN'S INDEPENDENT TRANSPORTATION TRUST'S (OCITT) 2003-2004 AND 2004-2005 FISCAL YEAR BUDGETS**

Ms. Fernandez stated that it was staff's recommendation to approve the OCITT/CITT budgets for FY 03-04 and FY 04-05. The budgets presented are for administrative and operations costs for support of the CITT. The budgets are estimates and certain adjustments may be necessary based on actual experience. Ms. Fernandez reviewed the attached budgets line items in detail. The budgets will be presented to the BCC in September and incorporated in the overall County budget.

Mr. Cosgrove requested a motion to approve item 8H. Mr. Franklin Kelly moved its approval. The motion was seconded by Ms. Yolanda Aguilar and carried without dissent.

Mr. Cosgrove stated that Dr. Carlos Bonzon asked Mr. Morse to defer or amend his motion. Mr. Morse responded that in order to avoid any misinterpretation he would like to amend his motion. Mr. Cosgrove suggested the following language:

**MOTION THAT THE OCITT EXECUTIVE DIRECTOR BE INSTRUCTED TO WORK WITH THE COUNTY MANAGER TO DEVELOP AN APPROPRIATE PROTOCOL FOR COUNTY CONTRACTS WHOSE AWARD IS TO BE REVIEWED BY THE CITT BECAUSE COSTS THEREOF ARE TO BE PAID BY CHARTER COUNTY TRANSIT SYSTEM SALES SURTAX PROCEEDS. SUCH PROTOCOL SHALL BE DEVELOPED AND BROUGHT BACK TO THE CITT FOR CONSIDERATION.**

Mr. Reeder moved to approve the amended motion. The motion was seconded by Mr. Morse and carried without dissent.

#### **CITIZEN'S COMMENTS**

Ms. Naomi Wright, member of CTAC, stated that it is important to keep the public informed of any new developments regarding the PTP. She further stated that it is important to educate the public, through the use of public service announcements, on driving rules and regulations, which are transit related.

#### **ANNOUNCEMENTS**

None

#### **ADJOURNMENT**

The CITT meeting adjourned at 12:30 p.m.

**\*\*\*\*MINUTES ARE IN SUMMARY FORM\*\*\*\***  
**FOR VERBATIM TRANSCRIPTION OF THIS MEETING PLEASE REQUEST**  
**COPIES OF THE TAPE FROM THE CITT OFFICE AT 375-3481**